

State of Tennessee



Department of State  
Charitable Solicitations  
312 Eighth Avenue North  
8<sup>th</sup> Floor, William R. Snodgrass Building  
Nashville, TN 37243-0308  
(615) 741-2555

APPLICATION FOR REGISTRATION  
OF AN EMPLOYEE OF A PROFESSIONAL SOLICITOR

**INSTRUCTIONS:** Every question must be answered even if it is "not applicable". A non-refundable registration fee of \$10.00 must accompany this application. All registrations expire December 31st. Note: If an employee is not covered under the professional solicitor's surety bond, the employee must submit a \$25,000 surety bond which covers the activities performed by the employee in conjunction with their charitable solicitations. Bond forms may be obtained from this division.

WARNING: Falsification or misleading statements subject to maximum \$5,000 penalty. T.C.A. § 48-101-514.

1. A. Full Name of Applicant: \_\_\_\_\_

B. List of all names used by applicant during the last six years:

☐ N/A

☐

2. Permanent Address: \_\_\_\_\_

STREET

CITY

STATE

ZIP

☐

3. Temporary Address: \_\_\_\_\_

☐ N/A

STREET

CITY

STATE

ZIP

☐

4. Work Telephone: (      )

Home Telephone: (      )

☐

5. Social Security No:

Date of Birth:

☐

6. Employer:

☐

7. A. Applicant's Position: \_\_\_\_\_ Description of Duties: \_\_\_\_\_

B. Date Employee began working:

☐

8. Are you covered under your employer's bond? ☐ Yes ☐ No

☐

Please provide the complete case style, summary and disposition, if applicable, of any of the legal actions described in items 9-14.

9. Have you ever been **convicted** of a felony, or a violation of Tennessee's charitable solicitation law?

☐ Yes ☐ No

☐

If "Yes," explain fully: \_\_\_\_\_

☐

10. Have you ever been **convicted** of a felony, or a violation of any other state's solicitation law?

☐ Yes ☐ No

If "Yes," explain fully: \_\_\_\_\_

☐

11. Have you ever been <b>convicted</b> of a felony, or a violation of any local solicitation law? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If "Yes," explain fully: _____ _____ _____		
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12. If you answered "yes" to any question numbered 9 through 11, have your civil rights been restored? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
If "Yes," explain fully and provide complete documentation: _____ _____		
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13. Have you ever been arrested or indicted for any alleged offense involving moral turpitude, any civil, administrative or any other actions in which you have been involved pursuant to any state or local charitable solicitation law? <input type="checkbox"/> Yes <input type="checkbox"/> No		
14. Disclose any civil, administrative or other actions filed against <b>any other professional solicitor</b> with whom you are/were affiliated pursuant to any state or local charitable solicitation law. <input type="checkbox"/> N/A		
_____ _____ _____ _____ _____		
<div></div> <div>(Please attach additional sheets if needed)</div>		
SWORN TO AND SUBSCRIBED BEFORE ME THIS		
I do swear (or affirm) that the information herein is true to the best of my knowledge and belief.		
_____ DAY OF _____, 20 _____.	_____	
	Signature of Applicant	
_____	_____	
Notary Public	Print Name	
My Commission Expires: _____		
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Notary Seal		
Number of continuation sheets attached _____		
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OFFICE USE ONLY		
1. Have all questions been answered? Yes <input type="checkbox"/> No <input type="checkbox"/> 2. Is employee covered under professional solicitor bond? Yes <input type="checkbox"/> No <input type="checkbox"/> 3.a. If a conviction is indicated on line 9, 10 and 11, have civil rights been restored? Yes <input type="checkbox"/> No <input type="checkbox"/> 3.b. If yes, is satisfactory documentation attached? Yes <input type="checkbox"/> No <input type="checkbox"/> 4. Date completed application received: _____  Application Approved: _____ Application Denied: _____  Comments: _____ _____	REG. NO	DATE RECEIVED
	REG. FEE	
	RECEIPT NO.	
	PAGE ____ OF ____	
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